

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Public Works	(2) MEETING DATE 3/22/2016	(3) CONTACT/PHONE Wade Horton, Director of Public Works (805) 781-5291	
(4) SUBJECT Submittal of a resolution amending the Position Allocation List (PAL) for Fund Center 405 Public Works, by adding 1.0 Full Time Equivalent (FTE) Engineer IV. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board adopt the attached resolution amending the Position Allocation List (PAL) with addition of 1.0 FTE Engineer IV position.			
(6) FUNDING SOURCE(S) Federal Aviation Administration, Airport Enterprise Fund, and Capital Projects	(7) CURRENT YEAR FINANCIAL IMPACT \$24,500.00	(8) ANNUAL FINANCIAL IMPACT \$147,000.00	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ____) <input type="checkbox"/> Board Business (Time Est. ____)			
(11) EXECUTED DOCUMENTS <input checked="" type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: N/A <input type="checkbox"/> 4/5 Vote Required <input checked="" type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input type="checkbox"/> N/A Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW <i>Nikki J. Schmidt</i>			
(18) SUPERVISOR DISTRICT(S) All Districts			

Reference: 16MAR22-C-12

County of San Luis Obispo



TO: Board of Supervisors

FROM: Public Works

Wade Horton, Director of Public Works

Tami Douglas-Schatz, Director of Human Resources

DATE: 3/22/2016

SUBJECT: Submittal of a resolution amending the Position Allocation List (PAL) for Fund Center 405 Public Works, by adding 1.0 Full Time Equivalent (FTE) Engineer IV. All Districts.

RECOMMENDATION

It is recommended that the Board adopt the attached resolution amending the Position Allocation List (PAL) with addition of 1.0 FTE Engineer IV position.

DISCUSSION

On-going capital project delivery necessitates the need to bring aboard additional staff. Specifically, the Public Works Department is stepping up its role to provide full time project management of the New Airport Terminal construction to assist the Department of Airports.

For the Airport project, an existing Engineer IV incumbent has provided short term assistance and will have an expanded role as project manager for the duration of the project. Due to the long range reassignment, the proposed Engineer IV position will take over workload and duties within the Design division. Duties include oversight of construction contract development, contract bidding and award, federal compliance requirements, and supervision of one design team with the Design Division.

This position resource will continue to provide Public Works as a central resource to deliver the capital project needs of the County.

OTHER AGENCY INVOLVEMENT/IMPACT

The County Administrative Office has reviewed this request and agrees with the recommendations.

Human Resources has been consulted in this request and has prepared the resolution to make necessary amendments to the Position Allocation List.

FINANCIAL CONSIDERATIONS

The annual salary and benefits for one Engineer IV at Step I is estimated to be \$147,000.

Funding for this position will be initially covered by the specific projects; New Airport Terminal which are already included in the FY 2015-16 budget and included in the submitted FY 2016-17 capital projects budget. The Airport project is supported under a grant from the Federal Aviation Administration (FAA) and the Airport Enterprise Fund. In subsequent fiscal years, the position will be supported under capital projects under transportation, facilities, utilities and future airport projects.

RESULTS

This action will allow the Public Works Department and Airport Department to continue the project delivery activities for critical facilities and meet established capital project milestones as defined in the current fiscal year budget. This provides for a safe, livable and well-governed community.

ATTACHMENTS

1. Resolution amending the Position Allocation List for Fiscal Year 2015-16
c: Leanne Detwiler, Public Works

File: CF 680.160.01 Position Allocations

Reference: 16MAR22-C-12

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